

TOWN OF JAFFREY
Jaffrey, New Hampshire
PLANNING BOARD
Meeting Minutes
November 10, 2015

Present: Chairman Kresge, Members, Deschenes, Despres, McKenzie, Merrell and Selectmen's Representative MacIsaac

Absent: Members Bergeron and Devlin

Staff: JoAnne Carr, Director of Planning and Economic Development

MEETING MINUTES APPROVAL

On a motion by Merrell, seconded by Deschenes the minutes of the October 13, 2015 meeting minutes were approved as amended. (6-0)

PRELIMINARY HEARING

Park Theatre (update) –

Caroline Hollister and Steve Horton, Construction Consultant for the project, were before the board to offer an update on the project.

Preliminary plans have been submitted to the Code and Compliance Review Officer who has already reviewed the basic construction documents. Subcontractors have been selected and they are working on their documents. A meeting was held with the Building Inspector, JoAnne Carr and others to discuss the best time line for the town. The hope is to begin construction in the spring. The target is to submit finished construction documents to the town for review and permitting in early January heading toward a pre-construction meeting in early April so they will be ready to act in May.

Ms. Carr mentioned the compliance issues that were discussed when they met in terms of the change in the footprint of the building and the size of the building extending over onto the Stan's and fire station lot. The applicant will have to go back to the ZBA and most likely consolidate the variances and come back to the board for an amendment to the site plan – at the very minimal. Member Deschenes added that one of the variances has expired and must be updated – keeping in mind that the footprint has changed. Also, the board never received final plans, only conceptual plans.

Mr. Horton stated that the sub-contractors have been selected to complete the design for their disciplines and the target goal is to have that completed by December so they can submit those drawings in early January. There has been talk about the footprint and how it impacts the abutting lot owned by Park Theatre; the doors to the new entry way do open over the boundary line. It is his opinion that the variances will have to be reviewed because of that. The probability is that Park Theatre will merge the two lots.

Chairman Kresge asked about the roofline. Mr. Horton stated that the building code requires, for a property as close as this, a review of the abutting roof for snow load. In this case, the abutting roof is lower than the proposed roof so there is a concern about snow drifting. Through the process of finding an answer they realized the impact to the abutting building and began the search for alternatives. The likely alternative will be to modify the shape of the Park Theatre building in the way of a two-step roof.

Member Despres asked what will happen to the existing exterior stairway (fire escape). Mr. Horton replied that the new plans incorporate a means of egress for that apartment that Park Theatre will provide.

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CALL TO ORDER

Chairman Kresge called the public hearing to order at 7:00 p.m. Notice of the public hearing was posted in the Town Office building, the Library; copies were sent to the Planning Board, the Conservation Commission, and the Board of Selectmen.

APPLICATION ACCEPTANCE

None

PUBLIC HEARING – NEW

None

PUBLIC HEARING – CONTINUED

None

DECISIONS

None

OTHER BUSINESS

Carr – Transportation update: Ms. Carr distributed a draft copy of the Traffic and Transportation chapter of the Master Plan and reviewed the changes with the board. Following some discussion Chairman Kresge asked Ms. Carr to PDF the drawings to the board. They will have a brief discussion at the December meeting with the plan to advertise for public hearing in January.

Kresge – Planning Board’s role in approving CIP projects: At the last meeting it was suggested that the board would give an up or down vote of support for the proposed new town office. After giving it more thought he is not so committed to that idea but would like input from the board as to what they think the planning board’s role should be. If the board weighs in on this project will they do so on every capital project in town? Chairman Kresge would like to resurrect the CIP committee. He feels this would allow input from the planning board along with others to get involved with capital budgeting. Planning Director Carr suggested that the board familiarize themselves with the past CIP before moving forward.

Member McKenzie agreed with revitalizing the CIP and feels it would be appropriate to offer a letter with the Planning Board’s recommendation regarding the town office/police department project. Member Merrell also agrees with the board supplying a letter of recommendation. Several members have expressed an interest in continuing the discussion at the December meeting. Topics may include modifying language to the TIFD, high level discussion on current CIP projects that are jockeying for funding and anything further that has developed on the architectural front.

Soliciting alternate board members – Each board member was asked to give it some thought. Discussion will resume in December.

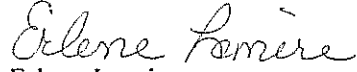
McKenzie – If anyone is interested, the school board is forming a committee with community members from Jaffrey and Rindge to look at the 100 acre property on Rt. 202 and make recommendation on what should be done with it. Meetings are likely to not start until after budget season.

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ADJOURNMENT

The meeting adjourned at 8:15 p.m.

Submitted:


Erlene Lemire
Recording Secretary

Attest:


Mark Kresge
Chairman, Jaffrey Planning Board